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IPS-PDR-89-01M
19 May 1989

MEMORANDUM FOR: Information Privacy System PDR Members

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FROM:

Chief, Special Services Branch (C/SSB)

SUBJECT: Minutes for IPS/PDR 19 May 1989

I. TIME AND PLACE OF MEETING

Friday, 19 May 1989 0900 Hours,

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II. ATTENDEES

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Chairman:

DSD/DSG
ISD/OIT
ISD/OIT
ISD/OIT
DSD/DSG
ISD/MSG
ISD/MSG
ISD/MSG
MSG
DSD/DSG
DSD/DSG
DSD/DSG

III. DISCUSSION

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The meeting was brought to order by [   ] who introduced the new attendees and gave a brief description of IPS.

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[   ] Project Leader of IPS, gave an extensive briefing of what each menu will contain and explained each function of the IPS project. The following action items were taken during the discussion of this briefing:

ACTION ITEM	ACTION	DUE DATE
001 - Include FEE in Litigation Problem Process.	DSG	052689

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002 -	Decide what information you want the Welcome menu to contain.	ISD	052389
003 -	Resolve numbering scheme.	ISD	052489
004 -	Key-word cross-reference to add field to include new or old keywords.	BONNIE	052489
005 -	Provide update message to indicate if the update has occurred.	BONNIE	052689
006 -	Decide if you want a separate menu for IRO for taskings.	ISD/DSD	053189
007 -	Make decision concerning the FEE Menu.	ISD	052689
008 -	Make necessary modifications to Case Officer Menu.	BONNIE	053189
009 -	Make decision on the final menu - whether you want one or three.	ISD	060289
010 -	Category and Grant Code review.	ISD	053189
011 -	Verify dates needed on menu.	ISD	052689
012 -	Make requested changes to LItigation Menu.	BONNIE	052689
013 -	Decide if you want the ability to search tasking on Initial Case Menu.	ISD	053189
014 -	Count Option.	DSD	060289
015 -	Provide a working schedule to Katie.	ISD	060289
016 -	Define DECAL. Resolve ORIS vs DECAL.	DSD	060289

A Critical Design Review (CDR) will be held on 28 July.

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